



# Old McDonald's Farm, Inc.

*A Non-Profit Children's Program • Est. 1994*

## **The Day Visit Program - Intake Form**

\*As a nonprofit agency and to better serve you the information on this form is necessary. The teacher/leader who will accompany students to the farm must complete this form. Thank you.

Today's Date: \_\_\_\_\_

Package: (Please Check One)      Duck Day Visit Package (1.5 hours) \_\_\_\_\_  
Morning Chores Package (2 hours) \_\_\_\_\_  
J.P. Package (3 hours) \_\_\_\_\_

Please explain modifications (if any) that you planned together when you scheduled your class:

Your Date & Arrival Time: (Call 503/695-3316 to schedule first) Date & Time Please: \_\_\_\_\_

School/Agency/Group Complete Name: \_\_\_\_\_

Contact Full Name: (Person who is attending with group) \_\_\_\_\_

Your Title: \_\_\_\_\_

School/Agency/or Your Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

School District: \_\_\_\_\_ Email address: \_\_\_\_\_

Your Day Phone: \_\_\_\_\_ Your Emergency/Mobile Phone: \_\_\_\_\_

Number of Students in Group: \_\_\_\_\_

Number of "Adult Educators": \_\_\_\_\_ (Please pre-split groups into small groups ranging from five (5) to seven (7) students. Please, a group of three and a group of six kids is not equal. All groups should be equal in the numbers of children. Due to space constraints, the maximum number of adults per small group is one. Younger kids and special needs students may require more adult educators, please discuss this with an OMF staff person prior to your visit.)

Students's Age Range: \_\_\_\_\_ Grade Levels: \_\_\_\_\_

Five different reading/ability level Farm Activity Books are available for further study after your visit. Please indicate the which ones are needed. We will give you one of each book to copy for further study.

Non-Reader \_\_\_ Primary Elementary \_\_\_ Upper Elementary \_\_\_ Junior High \_\_\_ High School \_\_\_

\*\*Please Turn Over \*\*



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OMF Intake Form, Page 2 of 2:

\*\* Please note: We have a wonderful, little Farm Store where antiques, collectibles, handmade decorations, artwork, quilts, et cetera are available for sale. The prices are great and all proceeds from your purchase helps us serve low-income and special needs students and feed our "teaching tools," our farm animals. You can help our non-profit, children's charity by letting your staff, parents, bus drivers and students know about this opportunity. Please bring cash, it is much faster and easier. Thanks.

Please circle on the Structure Scale which number best describes your group:

Needs lots of Structure (1) (2) (3) (4) (5) Self-Directed Learners

Are there any participants with special needs? (Examples: physical disabilities, learning and/or language barriers, significant emotional/behavioral issues, et cetera.) \_\_\_\_\_

How many children in your group can be considered "at-risk"? As a non-profit, children's program, we must track our students in general. (Examples: on free lunch program, low-income, single parent families, history of trauma, etc.) Please-we need a NUMBER PLEASE: \_\_\_\_\_

Previous Animal (Livestock/Pets) Experience: 1 Very Little 2 Some 3 Very Much

Referred By/How Did You Hear About Us : \_\_\_\_\_

\* Please send this completed Intake Form and payment together to the P O Box below within 14 days of scheduling or we cannot guarantee your reservation date. Check \_\_\_\_\_

\* Please pre-break children into equal, small groups of five to seven kids per each group with 1 Adult Educator before you arrive. Please, a group of four kids and then a group of seven kids is not equal. All groups should be the same numbers of children. Check \_\_\_\_\_

\* Please have **each child and adult wearing big, readable nametags**. Each person should have a name tag. (Do not use sticky nametags or tape, they do not work in any weather. Please use 'pin on' or 'over the head' kind.) Use first names only. You can use different colors to differentiate. Check \_\_\_\_\_

\* Please distribute directions to all drivers from our web site; Google Map is wrong. Check \_\_\_\_\_

\* Are you bringing lunches to eat at the farm during the J.P. Package only? If so, please bring simple and ready-made food items. Please plan to take your recycling with you. Check \_\_\_\_\_

\* Please have your group dress appropriately. Corbett is always cooler than in town--bring a jacket. Keep in mind the "hands-on" nature of our program. You will get dirty. Check \_\_\_\_\_

\* No open-toed shoes allowed at all. Please have your group wear appropriate foot wear, horses are heavy and can break you toes. Check \_\_\_\_\_ Thank you!

1. **Mail the completed Intake Form and payment in advance.** This information is needed to better serve you and we must have it. We look forward to having you as our guest. We thank you.

2. Send check made payable to Old McDonald's Farm, Inc. (or OMF, Inc.) for the entire amount within 14 days of scheduling. If you must cancel, then we will be happy to try to reschedule with you. Sorry, we are unable to send refunds.

3. **Please bring the Day Visit Individual Student Permission Slip for each student the day of your trip.** Due to insurance restrictions, students will not be allowed to participate without our OMF signed permission slip. We thank you!